

# Midlothian Integration Joint Board

Midlothian Integration Joint Board  
Thursday 10 February 2022  
Item No: 4.1



Meeting	Date	Time	Venue
Midlothian Integration Joint Board	Thursday 9 December 2021	2.00pm	Virtual Meeting held using Microsoft Teams.

## Present (voting members):

Carolyn Hirst (Chair)	Tricia Donald	Jock Encombe
Cllr Catherine Johnstone	Angus McCann	Cllr Jim Muirhead
Cllr Pauline Winchester		

## Present (non-voting members):

Morag Barrow (Chief Officer)	David King (Interim Chief Finance Officer)	Joan Tranent (Chief Social Work Officer)
Fiona Stratton (Chief Nurse)	Hamish Reid (GP/Clinical Director)	Johanne Simpson (Medical Practitioner)
Hannah Cairns (Allied Health Professional)	James Hill (Staff side representative)	Wanda Fairgrieve (Staff side representative)
Keith Chapman (User/Carer)	Lesley Kelly (Third Sector)	

## In attendance:

Jill Stacey (Chief Internal Auditor)	Grace Cowan (Head of Primary Care and Older Peoples Services)	Nick Clater (Head of Adult & Social Care)
Gary Fairley (Chief Officer Corporate Solutions)	Graham Kilpatrick (Service Manager Disabilities)	Jamie Megaw (Strategic Programme Manager)
Roxanne King (Business Manager)	Lois Marshall (Assistant Strategic Programme Manager)	Miriam Leighton (Volunteer Midlothian)
Val Holtom (Care Inspectorate)	Andrew Henderson (Democratic Services Officer)	Mike Broadway (Clerk)

## Apologies:

Councillor Derek Milligan (Vice Chair)	Mairi Simpson (Integration Manager)	
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## 1. Welcome and Introductions

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The Chair, Carolyn Hirst, in welcoming everyone to this virtual Meeting of the Midlothian Integration Joint Board, extended a warm welcome on behalf of the Board to Miriam Leighton and Hannah Cairns. Carolyn expressed her gratitude and thanks to Jamie Megaw and Lesley Kelly, who were attending their final Board meeting, and requested that the Boards' best wishes be passed on to Councilor Milligan, who was making a good recovery following recent surgery.

## 2. Order of Business

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The order of business was confirmed as outlined in the agenda that had been previously circulated.

## 3. Declarations of interest

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No declarations of interest were received.

## 4. Minute of Previous Meetings

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### 4.1 Minutes of the MIJB held on 14 October 2021

The Minutes of Meeting of the Midlothian Integration Joint Board held on 14 October 2021 were submitted and approved as a correct record subject to with the wording in Item 7.1 being adjusted to read as follows –

"It was acknowledged that such an incident could have happened anywhere and as such that the wording in the national Patient Group Direction (PGD) had been updated for clarity in order to remove this error and so avoid future incidents."

### 4.2 Minutes of the Special MIJB held on 11 November 2021

The Minutes of Meeting of the Special Midlothian Integration Joint Board held on 11 November 2021 were submitted and approved as a correct record subject to the expansion, for sake of clarity, of the decision reached at Item 4.2 to read as follows –

"Agreed to approve the Initial Agreements with the following addendums that the MIJB was seeking assurances on:

- The principle of resource transfer and would obviously wish to see the detail regarding that;

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- That there would be a degree of flexibility in the system in relation to beds in recognition that there may some occasions when demand may exceed supply; and
- That further detail on the above two points will come as the business case further develops.”

### 4.3 Minutes of the Audit & Risk Committee held on 2 September 2021

The Minutes of Meeting of the MIJB Audit and Risk Committee held on 2 September 2021 were submitted and noted.

### 4.4 Minutes of the Strategic Planning Group held on 17 November 2021

The Minutes of Meeting of the Strategic Planning Group held on 17 November 2021 were submitted and noted.

## 5. Public Reports

Report Title/Summary	Decision	Action Owner	Date to be Completed/Comments
<p><b>5.1 Chair's Update.</b></p> <p>By way of a Chair's update, Carolyn Hirst thanked Members for their contributions at the recent development workshop session, and acknowledged the circulation of the new monthly IJB bulletin, which she hoped everyone had found helpful. If anyone had any feedback, or requests for items to be included, these should be fed back in the first instance to Chief Officer, Morag Barrow. Carolyn Hirst also made reference to the recent Midlothian Community Planning Partnership Conference which had been held online on 23 and 24 November 2021. The focus of the Conference which had been People, Place and Wellbeing, had clearly highlighting the potential for tie-ins with work being progressed by H&amp;SC. The Chair concluded by referring to the work that was being undertaken with regard to assurance</p>	All Members to note.		

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<p>and monitoring, and on the considerable systems pressure being experienced entering the normally very busy winter period.</p>			
<p><b>5.2 Chief Officer Report – Morag Barrow, Chief Officer.</b></p> <p>This report provided a summary of the key service pressures and service developments which had occurred during the previous month across health and social care as well as looking ahead at future developments.</p> <p>Having heard from the Chief Officer, Morag Barrow in amplification of her report, the Board in echoed her concerns about the pressure that the Health and Social Care system was under across Scotland due to staff absence, recruitment challenges and increased demand noted that the priority was to work across Midlothian to cope with the new COVID variant and general winter pressures.</p> <p>In response to questions and comments from Board Members', Head of Primary Care and Older Peoples Services, Grace Cowan provide an update on district nursing, and jointly with Chief Officer, Morag Barrow explained the current position in relation to rate of delayed discharges in Midlothian.</p> <p>The Board also discussed the ongoing COVID booster and Flu vaccine programme and acknowledged a request for assistance in helping to promote the programme with younger people.</p>	<p>Noted the issues and updates arising from the Chief Officers Report.</p>		

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<p><b>5.3 Chief Social Work Officer - Annual Report 2020-2021 – Joan Tranent, Chief Social Work Officer.</b></p> <p>With reference to paragraph 5.10 of the Minutes of 14 October 2021, there was submitted a report the purpose of which was to present the Annual Report of the Chief Social Work Officer (CSWO). The shortened version of the Annual Report provided a high level overview of key issues and challenges as a result of Covid-19.</p> <p>Having heard from Chief Social Work Officer, Joan Tranent, who responded to Members' question and comments, the Board discussed the level of control that the local authority had over the type of tasks undertaken by the unpaid work team, and also concerns that some carers did not appear to be receiving information that they should have. Joan Tranent and Nick Clater confirmed that they would follow up on these matters and feedback to Members in the new year.</p>	<p>a) Noted that information would be fed back on the issues raised during discussion; and</p> <p>b) Noted the contents of the report.</p>		
<p><b>5.4 Midlothian Integration Joint Board Strategic Plan 2022-2025 - Report by Lois Marshall, Assistant Strategic Programme Manager.</b></p> <p>With reference to paragraph 5.10 of the Minutes of 8 April 2021, there was submitted a report the purpose of which was to provide the Board with an update on the development of the new Strategic Plan 2022-2025; a draft copy of which was appended to the report.</p>	<p>(a) Noted the update on the development of the new Strategic Plan; and</p> <p>(b) Noted and approved the proposals for consultation on the new Strategic Plan.</p>		

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<p>The report also set out proposals for the official consultations on the draft Plan which in line with the Scottish Government guidance on Strategic Commissioning Plans, were due to begin in mid-January, following the IJB Development Workshop.</p> <p>The Board, having heard from Assistant Strategic Programme Manager, Lois Marshall, who provided an overview of the MIJB Strategic Plan 2022-2025 and thereafter responded to Members' questions and comments, discussed the draft Plan and how feedback from the proposed consultations would be used to inform the finalisation of the Plan. Other issues considered by the Board included the need to be strategic when driving forward transformational change; to ensure that as many people as possible had the opportunity to participate in the consultation process and that work was also done to engage with the third sector; and that information was presented in an easily understandable format.</p>			
<p><b>5.5 Financial Out-turn 2021/22, additional Scottish Government social care 21/22 funding and financial plan update – Report by David King, Interim Chief Finance Officer.</b></p> <p>The purpose of this report was to provide an update on the MIJB's projected out-turn for 21/22 (remaining at breakeven) and provide some details on the funding provided to the partnership as part of the Scottish Government's £300m investment to support Winter pressures. The report also provide an update to the use of the General Reserve and the financial impact of</p>	<p>(a) Noted the projected out-turn position for 2021/22 being break-even on an operational basis;</p> <p>(b) Noted the additional Winter Funding.</p> <p>(c) Agreed that the additional winter funding be provided to the HSCP as per the letter of 4/11/21 from the Scottish Government: a copy of which was appended to the report;</p>		

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<p>the Council's Care at Home Recommissioning programme. In addition it continued the discussion around the financial planning process and the movement towards a clear relationship between the strategic plan, a balanced financial plan to support that strategic plan and a set of directions that ask partners to provide operational plans to deliver the IJB's strategic plan.</p> <p>The Board, having heard from the Interim Chief Finance Officer, David King who responded to Members' question and comments, considered the proposals detailed in the report and discussed in particular governance in respect of additional Scottish Government funding, the potential use of unallocated general reserves to fund catch ups and innovation, winter funding and the Care at Home recommissioning programme and possible need to provide non-recurrent support.</p> <p>With regard to recommissioning programme, Chief Officer Corporate Solutions, Gary Fairley confirmed that the renegotiation of contracts with providers was underway and that some additional funding had been provided by the Scottish Government to the IJB.</p>	<p>(d) Noted the update on the use of the general reserve to provide 20 additional healthcare support workers;</p> <p>(e) Agreed in principle, if required, to provide non-recurrent support to Midlothian Council to deliver the Care at Home recommissioning programme from the IJB's general reserve; and</p> <p>(f) Supported the further development of the IJB's five year financial plan through the use of the IJB's workshop in January 2022.</p>		
<p><b>5.6 Learning Disability Services – Financial Position – Nick Clater, Head of Adult &amp; Social Care.</b></p> <p>The purpose of this report was to provide the Board with an overview and initial analysis of the Learning Disability social care expenditure for Midlothian Health</p>	<p>(a) Noted the content of the report; and</p> <p>(b) Agree that a further paper be brought back to the Midlothian IJB in March 2022 which provided options for addressing the financial pressures on Learning Disability services.</p>		

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<p>and Social Care Partnership (MHSCP). The report detailed a breakdown of the expenditure and identified some of the complexities around managing the cumulative expenditure where the scope for changing individual care packages can be limited. This work was in line with Midlothian HSCP service transformation plans.</p> <p>The Board, having heard from Head of Adult &amp; Social Care, Nick Clater and Service Manager Disabilities, Graham Kilpatrick, who provided an overview of the report and current position, responded to Members' question and comments, discussed the potential possible options detailed in the report.</p>			
<p><b>5.7 2021-22 IJB Directions - Interim Progress Report - Report by Lois Marshall, Assistant Strategic Programme Manager.</b></p> <p>The purpose of this report was to provide the Board with an interim (6 month) report on progress towards each Direction</p> <p>Assistant Strategic Programme Manager, Lois Marshal in providing an overview of the IJB Directions interim progress report highlighted that there were no particular issues that required flagging at this point.</p> <p>With regard to the action being taken in relation to the Safe Leave programme. Lois Marshall clarified that the programme was difficult to evaluate due to confidentiality and would be wrapped up with the</p>	<p>To note the 6-month review on the progress of the Directions issued to Midlothian Council and NHS Lothian for 2021-22.</p>		

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gender based violence review due to be submitted to Midlothian Council in 2022.			
<p><b>5.8 Primary Care Strategic Plan – Report by Jamie Megaw, Strategic Programme Manager.</b></p> <p>The purpose of this report was to set out the HSCP's strategic priorities for General Practice in Midlothian.</p> <p>The paper described the three main elements that would make up the revised Midlothian Primary Care Strategic Plan:</p> <ul style="list-style-type: none"> <li>• Implement the revised Memorandum of Understanding which updates the priorities for the Primary Care Improvement Plan.</li> <li>• Implement the Midlothian Primary Care Capital Plan</li> <li>• Improve communication and quality in collaboration with General Practice</li> </ul> <p>and sought the Board's support for them. Actions for the Primary Care Strategic Plan were also incorporated into the IJB Strategic Plan in the Primary Care and Frailty sections; copies of which were appended to the report.</p> <p>Having heard from both Chief Officer, Morag Barrow and GP/Clinical Director, Hamish Reid, in support of the report, the Board then heard from Jamie Megaw, Strategic Programme Manager who responded to Members' questions and comments.</p>	<p>To support the main elements that will make up the revised Midlothian Primary Care Strategic Plan, as detailed in the report.</p>		

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<p><b>5.9 Performance Overview Report – Report by Jamie Megaw, Strategic Programme Manager.</b></p> <p>The purpose of this report was to update the Board on progress towards achieving the current IJB performance goals.</p> <p>Jamie Megaw was heard in amplification of the report and thereafter offered to respond to Members questions and comments.</p>	To note the performance against the IJB performance goals.		
<p><b>5.10 Assurance Arrangements – Civil Contingencies Act 2004 – Report by Roxanne King, Executive Business Manager.</b></p> <p>The purpose of this report was to provide the Board with an oversight of the assurance processes currently managed by Midlothian Health and Social Care Partnership which ensured that Midlothian Joint Integration Board meets its requirements as a Category 1 Responder, along with NHS Lothian and Midlothian Council.</p> <p>Having heard from Executive Business Manager, Roxanne King, who provided an overview of the information contained within the report, and thereafter responded to Members’ questions and comments, the Board discussed the current assurance arrangements as detailed in the report.</p>	<p>a) Agreed that details of the current assurance arrangements set out in the report be included as part of Monthly IJB bulletin; and</p> <p>b) To otherwise note the contents of the report.</p>	Chief Officer	
<p><b>5.11 Midlothian Community Mental Health and Wellbeing Fund - Report by Lesley Kelly,</b></p>	To note the contents of the report and the activity undertaken.		

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<p><b>Chief Officer, Midlothian Third Sector interface.</b></p> <p>The purpose of this report was to provide Members with an update on the Midlothian Community Mental Health and Wellbeing Fund, a new £241,000 funding pot being distributed by Midlothian Third Sector Interface to local third sector organisations.</p> <p>Lesley Kelly explained that the Fund aimed to promote initiatives that will be of benefit to adults aged 16+ in helping to address the impact of social isolation and loneliness caused by the pandemic, as well as health inequalities that have been exacerbated by the Covid-19 pandemic. The funding had been provided by the Scottish Government as part of a wider £15 million programme for Covid-19 recovery and renewal.</p>			
<p><b>5.12 Clinical and Care Governance Group (CCGG) report – Report by Fiona Stratton, Chief Nurse.</b></p> <p>The purpose of this report was to provide assurance to the Board regarding the Care and Clinical Governance arrangements within Midlothian Health and Social Care Partnership and to provide an update on the work of the Clinical and Care Governance Group.</p> <p>Chief Nurse, Fiona Stratton was heard in amplification of the report, highlighted in particular that further thought was being given to how best to present the information contained in the report in</p>	<p>To note and approved the contents of the report.</p>		

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order to aid understanding. Chief Officer, Morag Barrow emphasised the considerable improvements made by the CCGG some of which were highlighted in the report.			

### 6. Any other business

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Carolyn Hirst took the opportunity in closing the meeting to extend festive best wishes to everyone and to thank all the Health and Social Care staff for their continued contributions over what was likely to be a busy festive period.

### 7. Private Reports

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No private reports were submitted for consideration.

### 8. Date of next meeting

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The next meetings of the Midlothian Integration Joint Board would be held on:

- Thursday 13 January 2022      2.00pm      Development Workshop.
- Thursday 10 February 2022      2.00pm      Midlothian Integration Joint Board

**(Action: All Members to Note)**

The meeting terminated at 16:14.